



COMDTINST 4001.1A
2 JUN 1989

COMMANDANT INSTRUCTION 4001.1A

Subj: Gift Acceptance by Bands, Honor Guard and Drill Teams

1. PURPOSE. This instruction promulgates procedures for accepting gifts of travel expenses, either in cash or in kind, for transportation, meals and lodging, for Coast Guard bands, honor guards and drill teams.
2. DIRECTIVES AFFECTED. COMDTINST 4001.1 is cancelled.
3. BACKGROUND. In the past, reimbursement by sponsors who desired the services of Coast Guard bands, honor guards and drill teams, at no cost to the government, was handled routinely. Legally, however, such reimbursements are "gifts," and must be treated as such.
 - a. Pursuant to 49 U.S.C. 326, the Secretary is authorized to accept and use conditional and unconditional gifts of property for the Department of Transportation.
 - b. In DOT Order 2700.11 of 10 April 1973, the Secretary delegated this gift acceptance authority to the Assistant Secretary for Administration.
 - c. The Assistant Secretary for Administration, by memo of 14 January 1987, delegated the authority to accept gifts of travel expenses, either in cash or in kind, in connection with performances by Coast Guard bands, honor guards, and drill teams to the Commandant and permitted the Commandant to redelegate this authority to individuals at or above the district commander level.

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4. PROCEDURE.

- a. The Commandant's acceptance authority is delegated to the following flag officers: Superintendent, U.S. Coast Guard Academy; district commanders; commanders, maintenance and logistics commands; and Commandant (G-CCS).
- b. The case of cash/check acceptances, collections will be handled in accordance with Part IV, Chapter 8 of Comptroller Manual, Vol. I, COMDTINST M7300.4 (series). Each gift offer must be reviewed by a staff legal officer for potential conflict of interest. Travel offers authorizing performances by bands, honor guards and drill teams must contain the following statement regarding legal reviews:

"Appropriate conflict of interest reviews have been completed. There is no conflict of interest involved with this donor's gift(s)."

5. ACTION. Area and district commanders, commanders of maintenance and logistics commands, and Commander, Coast Guard Activities Europe and commanding officers of Headquarters units shall comply with the contents of this instruction.

/s/ CLYDE T. LUSK, JR.
Vice Admiral, U.S. Coast Guard
Acting Commandant